

DEPARTMENT OF INFORMATION TECHNOLOGY
STATE INFORMATION MANAGEMENT MANUAL
PROJECT CHANGE REQUEST: 6.0
SUBMISSION CHECKLIST

The following checklist will be used by the DOIT PCR Review Analyst to determine if the PCR package being submitted is complete. If any of the required items are missing, the entire package will be returned to the sender for completion. The Project Manager is responsible for ensuring that the following items are included:

- ☐ 1) PCR Executive Approval Transmittal – All Signatures included.
- ☐ 2) Completed PCR Form.